Ellis, H H Aug. 1919 (026)

DEPARTMENT OF MILITIA AND DEFENCE
CANADA

E/A.

Minister's Office.
Ottawa, August 23rd, 1919.

PERSONAL.

Dear Sir Robert Falconer:-

Application for Appointment as Secretary,
Board of Pension Commissioners - Capt.H.H. Ellis.

I am applying, by permission of my present chief, for the vacant position of Secretary to the Board of Pension Commissioners, at an initial salary of $4000 per annum.

There is a great deal of competition for the job amongst returned Officers, but I have been advised that my application will receive consideration. I have to furnish the Civil Service Commission before September 15th with the names of three referees, to whom the Commission can write as to my character, if they so desire, and three letters of reference as to my experience and qualifications, to be attached to my application. May I give your name as a referee, and would it be asking too much to be furnished with a letter stating that while at the University I did not come into conflict with the authorities, that my antecedents are respectable, and that I obtained a degree in English and History (Classical options).

As the letter has to be attached to my application and sent in at the same time, I am afraid I must ask you to send it to me, but I assume it should be addressed to the Secretary, Civil Service Commission.

Please do not say anything to my father, as I do not want anything to be known at home until my fate is decided. My chief has been good enough to give me a strong recommendation, but there are some first class men in the field against me. Although I have until September 15th to complete my application, I should, of course, like to get it in as soon as possible.

Regretting to trouble you at a time when I know you must be very busy indeed, I remain,

Yours very sincerely,

H.H. Ellis.

Sir Robert Falconer, K.C.M.G.,
President: University of Toronto,
TORONTO, Ont.

August 22th, 1919

E. H. Ellis, Esq.,

Department of Militia and Defence,

Ottawa, Ont.

My dear Mr. Ellis:

I am very glad to allow you to use my name as reference in the application that you are making for the Secretaryship of the Board of Pension Commissioners. I am also sending you a letter.

Yours sincerely,

President.

August 27th, 1919

The Secretary,
Civil Service Commission,
Ottawa.

Dear Sir:

I understand that Captain H. H. Ellis is applying for the vacant position of Secretary to the Board of Pension Commissioners. It gives me great pleasure to support Captain Ellis's application. He is the son of Dr. H. H. Ellis, recently Dean of the Faculty of Applied Science and Engineering of this University. He took an honours degree in English and History in this University, and he had an honourable record both in the University and in his service overseas. Captain Ellis is a thorough gentleman, highly trained, and I should judge well equipped for the position for which he is applying.

Yours sincerely,

President.